

*2019/2020*

# **RATLOU LOCAL MUNICIPALITY**

## **TOP LAYER**

### **SERVICE DELIVERY AND BUDGET IMPLEMENTATION PLAN (SDBIP)**



# TABLE OF CONTENTS



<b>Statement by the Mayor</b>	2
<b>Overview by the Municipal Manager</b>	3
<b>CHAPTER 1</b>	4
1. INTRODUCTION	4
1.1 Background	4
1.2 Legislative Imperatives	4
1.3 Our Approach	5
<b>CHAPTER 2</b>	6
2. MUNICIPAL BACKGROUND	6
2.1 Brief Municipal Background	6
2.2 Organisational Structure	6
2.3 Staffing Information	7
<b>CHAPTER 3</b>	8
3. 2019/2020 SERVICE DELIVERY OBJECTIVES, KPIs & TARGETS	8
3.1 MUNICIPAL STRATEGY MAP	9
3.2 KEY PERFORMANCE INDICATORS AND QUARTERLY TARGETS	10
Municipal Transformation and Organisational Development	10
Financial Viability	17
Local Economic Development	21
Infrastructure Development and Service Delivery	23
Good Governance and Public Participation	30
Spatial Rationale	33
<b>CHAPTER 4</b>	34
4. MUNICIPAL FINANCIAL INFORMATION	34
4.1 PROJECTED INCOME BY SOURCE	35
4.2 CAPITAL AND SPECIAL PROJECTS MONTHLY PROJECTIONS	36
4.3 CAPITAL THREE YEAR PLAN	37
4.4 WARD INFORMATION	38



---

## STATEMENT BY THE MAYOR

---

In order for us as a municipality to perform as a well-oiled machinery, we have to develop a good management tool for our Integrated Development Plan (IDP), an amended IDP and Budget that is informed by Service Delivery Budget Implementation Plan (SDBIP). This is the most critical monitoring tool assisting us in effecting our IDP and Budget. SDBIP is a guiding tool that serves as a vital link between me as the Mayor, the Council and the Administration as it facilitates the process for holding management to account for the Municipal performance.

This Municipality has been doing well in terms budget implementation plan, however we still have to roll-up our sleeves higher if we want to quantify our strategic objectives as highlighted in our budget to measurable outcomes. As a poor and rural Municipality, we should always remember that we rely heavily on National transfers due to lower tax bases in comparison to our counterparts in the big Metros and urban Municipalities. We therefore need to be extra-careful when spending our received equitable share and conditional grants. This document should serve as a guide on how we do our budget preparation, on how we exercise our duties and powers as delegated by National Treasury and making sure we do not commit breach of MFMA.

I am saying this because all of us should be mindful of the fact that the Auditor General (AG) has applicable laws to audit us on how we spend these tax payers money and as such our adherence to the SDBIP will always ensure that our objectives as set out in the budget are without a doubt achieved as most of our goals and objectives set out in the IDP are realised. In so doing we will be meeting our real mandate of playing a critical and complementary role in eliminating poverty, reducing inequality and unemployment in various communities of Ratlou Local Municipality. As Municipality we should always be mindful of the fact that our duty is to deliver basic services to our communities, manage aspects of planning and regulatory systems that controls municipal land use as we influence infrastructure roll-out and facilitate economic activities.

---

**Cllr M.E Phaedi**  
**Acting Honourable Mayor**

---

## OVERVIEW BY THE MUNICIPAL MANAGER

---

The Service Delivery and Budget Implementation Plan (SDBIP) is an instrument used to ensure that there is proper alignment between the Municipality's Integrated Development Plan (IDP) and the Budget. The development, revision, implementation and monitoring of the SDBIP is a requirement treasured in Local Government: Municipal Finance Management Act No. 56 of 2003. It outlines Key Performance Indicators and Targets linked to Key Performance Areas derived from the IDP.

Ratlou Local Municipality 2019/2020 SDBIP constitutes a contract between the administration, council and the community which ensures synergy to circumvent deviance from the IDP. It includes the service delivery targets for each quarter and expedites oversight over financial and non-financial performance of the municipality. Furthermore it permits senior managers to monitor performance of their Middle Managers, Accounting Officer to monitor performance of the Senior Managers, council to monitor performance of the administration and the community to monitor the performance of the council.

---

**S.C. Sejake**  
**Acting Municipal Manager**

## CHAPTER 1

---

### 1. INTRODUCTION

---

#### 1.1 Background

The Service Delivery and Budget Implementation Plan represent the operationalization of the Integrated Development Plan which was tabled in council as council's strategic document. The Service Delivery and Budget Implementation Plan cascades the IDP Priorities, Objectives, and Targets into a one year plan through which council will hold the administration accountable.

The SDBIP therefore serves as a "contract" between the administration, council and community expressing the goals and objectives set by the council as quantifiable outcomes that can be implemented by the administration over the next twelve months. This provides the basis for measuring performance in service delivery against end of-year targets and implementing the budget. (MFMA Circular 13, 2005, pg2)

#### 1.2 Legislative Imperative

In terms of Section 53 (1) (c) (ii) of the Local Government: Municipal Finance Management Act (MFMA), the SDBIP is defined as a detailed plan approved by the mayor of a municipality for implementing the municipality's delivery of municipal services and its annual budget, and which must indicate the following –

- a) projections for each month of –
  - i. revenue to be collected, by source; and
  - ii. operational and capital expenditure, by vote
- b) service delivery targets and performance indicators for each quarter, and

c) other matters prescribed

According to Section 53 of the MFMA, the Mayor is expected to approve the SDBIP within 28 days after the approval of the budget. In addition, the Mayor must ensure that the revenue and expenditure projections for each month as well as the service delivery targets and performance indicators as set out in the SDBIP are made public after approval.

The National Treasury, MFMA Circular 13 further provides a guide on the format and contents of the service delivery and budget implementation plan. According to Circular 13, the Top Layer SDBIP must consist of the following main sections:

- Monthly projections of revenue to be collected for each source
- Monthly projections of expenditure (operating and capital) and revenue for each vote
- Quarterly projections of service delivery targets and performance indicators for each vote
- Ward information for expenditure and service delivery
- Detailed capital works plan broken down by ward over three years

Circular 13 also introduces technical service delivery and budget implementation plans, (technical SDBIPs) which cascade the top layer SDBIP into departmental plans.

### 1.3 Our Approach

This plan attempts to comply with the requirements of the MFMA and Circular 13. It provides the strategic link between the IDP, budget and the operational plan of the municipality for a period of 12 months as required by legislation.

The quarterly targets captured here will only indicate the number of outputs or indicators per quarter and the last date in terms of quarter in which the target must be achieved. Where there is a need to maintain a standard, the quarterly target will be captured as 100% meaning the annual target must be maintained.

## CHAPTER 2

### 2. MUNICIPAL BACKGROUND

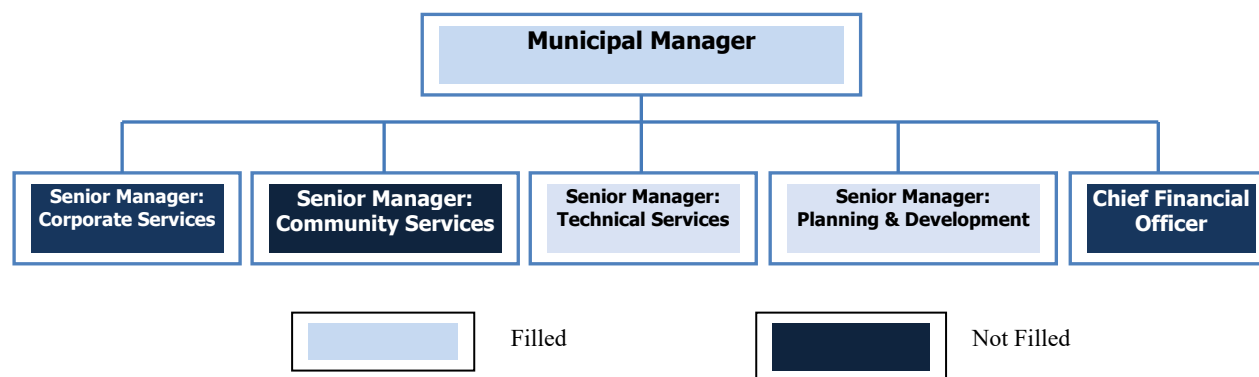
#### 2.1 Brief Municipal Background

Ratlou Local Municipality is one of the five local municipalities under the jurisdiction of Ngaka Modiri Molema District Municipality in the North-West Province. The municipality is a category B, and was established in 2000.

It is divided into 14 wards and has 140 ward committee members. It is predominantly rural in character and agriculture forms the dominant economic activity. The municipality is led by a council of 28 elected councillors. The Mayor is the chairperson of the Executive Committee which is comprised of senior councillors who serve as chairpersons of the municipality's portfolio committees.

#### 2.2 Organisational Structure

The municipality has 6 departments including the office of the municipal manager. The departments are led by Senior Managers as indicated in the figure below.



## 2.3 Staffing Information

The table below consist of the number of employees in the municipality per employee level.

Type	Gender		Filled	Vacant	Total Number	Cost in Rands
	Male	Female				
Top Management	4	1	5	0	5	R 5 017 017.12
Senior Management	16	7	23	0	23	R 15 649 284.15
Skilled Technical & Academically Qualified Workers, Junior Management, Supervisors, Foremen & Superintendents	27	38	65	0	65	R 24 381 502.89
Semi-Skilled & Discretionary Decision Making	18	16	34	0	34	
Unskilled & Defined Decision Making	34	23	57	0	57	
Temporary Workers	0	0	0	0	0	
Total	98	86	184	0	184	R 40 518 157.06

*\* Total Budget includes other employee related costs that are not part of some of employees' benefits*



## CHAPTER 3

### 3. 2019/2020 SERVICE DELIVERY OBJECTIVES, KEY PERFORMANCE INDICATORS AND TARGETS

The section that follows contains the municipal service delivery objectives, key Performance Indicators and targets for the 2019/2020 financial year.

The first part contains council's high level objectives, which indicate what the municipality hope to deliver at the end of the financial year and how the organisation will look like to both the external and internal customers.

Ratlou Local Municipality utilises the Balanced Score Card as the model to plan, implement, monitor and evaluate performance. With an emphasis on "balanced", the Scorecard uses four perspectives to answer critical service delivery questions. This provides the balance that successful organizations seek in measuring performance: The perspectives of the balanced Score Card are depicted in the table below:

Perspective	Definition	Leading Question
<b>Customer</b>	The municipality must focus on how to meet service needs in an efficient manner	Is the organization delivering the services communities or its customers want?
<b>Financial</b>	The municipality must focus on how to meet service needs in an efficient manner.	Is the service delivered at a good price?
<b>Internal Business</b>	The municipality needs to focus on those critical operations that enable them to satisfy citizens.	Can the organisation improve upon a service by changing the way a service is delivered?
<b>Innovation, Learning and Growth</b>	The organization's ability to improve and meet citizen demands ties directly to the employees' ability to meet those demands	Is the organisation maintaining technology and employee training for continuous improvement?

The high level municipal strategic objectives are contained in the table below according to the perspectives of the Balanced Score Card and the National Key Performance Areas of Local Government.

### 3.1 Municipal Strategy Map

Key Performance Area	Municipal Transformation and Organisational Development	Service Delivery and Infrastructure Development	Local Economic Development	Municipal Financial Viability	Good Governance and Public Participation	Spatial Rational
CUSTOMER		Provision of Basic Municipal Services and Infrastructure			Enhance Communication	
		Facilitate the Provision of Housing Services	Promote Local Economic Development & Job Creation		Promote Community Participation	
					Promote Good Governance	
FINANCIAL				Improve Asset Management		
				Enhance Revenue		
					Promote Financial Accountability	
INNOVATION LEARNING AND GROWTH	Retain and Recruit Talented Employees					
	Achieve Employment Equity				Promote Accountable, Efficient and Transparent Organization	
	Promote Innovation Learning and Growth					
INTERNAL BUSINESS	Achieve a Positive & Productive Employee Climate				Achieve Clean Audit	Improve Spatial Planning
	Improve Technology Efficiency					
	Promote Planning and Performance Management					

### 3.2 Key Performance Indicators and Quarterly Targets

KPA: Municipal Transformation & Institutional Development										
Corporate Objective	Key Performance Indicator	Baseline	Annual Target	Budget	Outcome Indicator	Quarterly Targets				Portfolio of Evidence
						Quarter 1	Quarter 2	Quarter 3	Quarter 4	
Promote Planning and Performance Management	2020/2021 IDP and the Budget Process Plan adopted by council	2017/2021 Process Plan	Plan Adopted by 30 August 2019	R200 000	Integrated Planning	Process Plan Adopted				Council Resolution & a copy of the Process Plan
	2020/2021 Integrated Development Plan Adopted by council	2017/2021 IDP	2020/2021 IDP Adopted by 29 May 2020			Process Plan Adopted	Analysis & Strategy Phase Report	Project Phase Draft IDP Approved by 31st March 2020	Community Consultation & Adopted IDP	Council Resolution & IDP Document
	Service Delivery and Budget Implementation Plan Approved by the Mayor	2018/19 SDBIP	Approved SDBIP by 12 June 2020	Operational				Draft SDBIP Noted	Approved SDBIP	Copy of SDBIP signed by Mayor
	Number of Integrated Development Planning (IDP) Representative Forum meetings held	2	4 IDP Rep Forums (1 per quarter)	R 50 000		1	1	1	1	Minutes & Attendance Registers
	Number of Strategic Planning Sessions Held	1	1 Strategic Planning Session Held by 29 <sup>th</sup> November 2019	R 300 000			1 Strategic Planning Session Held			Minutes & Attendance Registers
	Number of Performance Reports Submitted to Council	4	4 Performance Reports (1 per quarter)	Operational	An accountable and Transparent Institution	1	1	1	1	Council Minutes
	Number of workshops held on PMS	Policy Exists	2 Workshops held on PMS by 30 June 2020	Operational			1 Workshop held		1 Workshop Held	Attendance Register
	Number of Mid-Term Performance Assessments Held	1	1 Mid-Term Performance Assessment Conducted before 31 January 2020	Operational				1 Mid-Term Performance assessment conducted		Council Minutes

KPA: Municipal Transformation & Institutional Development										
Corporate Objective	Key Performance Indicator	Baseline	Annual Target	Budget	Outcome Indicator	Quarterly Targets				Portfolio of Evidence
						Quarter 1	Quarter 2	Quarter 3	Quarter 4	
Promote Planning and Performance Management	Number of Annual Performance Assessments Conducted	1	1 Annual Performance Assessment Conducted by 31 July 2019	R 100 000		1 Annual Performance Assessment Conducted				Council Minutes
	Number of Sessions held to communicate Municipal Strategy	Strategy in Place	1 Session Held by 30 September 2019	Operational	Integrated Planning	1 session held				Attendance Register
	Number of workshops held on Council policies	New	4 workshops held by 30 June 2020 (1 per quarter)	Operational		1 workshop held	1 workshop held	1 workshop held	1 workshop held	Attendance Register
	Number of HR Policies reviewed	4	6 Reviewed policies by 30 June 2020 (HR & IT)	Operational	An accountable and Transparent Institution				6 Reviewed Policies	Council resolution
	Number of Biometric/Online Attendance Register installed	New	2 Biometric/Online Attendance Register installed by 30 June 2020	R 20 000l					2 Biometric/Online Attendance Register installed	Installation Certificate
	Number of Centralised Document Portal Developed & adopted by Council	New	1 Number of Centralised Document Portal Developed by 30 June 2020	R 70 000					1 Number of Centralised Document Portal Developed	Installation Certificate
	Number of Centralised telephone systems implemented	Existing	1 Centralised telephone systems implemented by 30 June 2020	R 3 000 000			1 Centralised telephone systems implemented			Installation Certificate

*HR Policies: Chronic Illnes Policy, HR Strategy, Bursary Policy, Complaints Handling Policy, Education, Training & Development, Employee Asst Program/policy, Employment Equity, Fleet Management Policy, Funeral Policy, Internship Policy, Leave Policy, OHS Policy, PMS Policy, Placement Policy, Retirement Policy, Sexual Harassment Policy, Smoking Policy, Substance Abuse Policy & Succession Plan Policy*

KPA: Municipal Transformation & Institutional Development										
Corporate Objective	Key Performance Indicator	Baseline	Annual Target	Budget	Outcome Indicator	Quarterly Targets				Portfolio of Evidence
						Quarter 1	Quarter 2	Quarter 3	Quarter 4	
Improve Technology Efficiency	Number of Integrated Communication and Information Technology (ICT) Master Plan reviewed & adopted by Council	IT Master Plan	1 Reviewed & Adopted ICT Master Plan by Council by 30 March 2020	R 5 000	Technological Efficiency			1 ICT Master Plan adopted		Council Minutes
	Number of Software Licenses Renewed	Software Existing	6 Software Licenses renewed by 30 June 2020 (Team mate, Payday, Softline Pastel, Caseware, Kapersky & Office)	R 300 000		Softline Pastel License renewed	Caseware & Team Mate License renewed	Kapersky & Office Renewed	Payday License Renewed	Software Licenses
	Number of Routine Maintenance Conducted (IT & CCTV Equipment)	Existing	4 Reports Noted by Council by 30 <sup>th</sup> June 2020 (1 per quarter)	R 150 000		1 Report	1 Report	1 Report	1 Report	Council Minutes
	Number of ICT Learnership Learners Appointed	New	1 ICT Learnership Learner Appointed by 30 June 2020	Operational					1 ICT Learnership Learner Appointed	Appointment letter

## MUNICIPAL TRANSFORMATION AND INSTITUTIONAL DEVELOPMENT

Corporate Objective	Key Performance Indicator	Baseline	Annual Target	Budget	Outcome Indicator	Quarterly Targets				Portfolio of Evidence
						Quarter 1	Quarter 2	Quarter 3	Quarter 4	
Promote Innovation Learning and Growth	Number of 2019/2020 Workplace Skills Development Plan (WSDP) Adopted by Council	WSDP	1 WSDP adopted by 30 April 2020	R 100 000	Skilled Workforce & Community		Establish Training Committee	Skills Audit & Training Needs Identified Draft Plan	Adopted WSDP	Council Resolution & WSDP
	Number of applicants benefiting from the bursary fund	New	10 Bursars	R 300 000				10 Bursars		Signed Agreements
Achieve Employment Equity	Number of Council Approved Employment Equity Plan (EEP) submitted to Department of Labour	Employment Equity Plan	1 EEP completed and submitted by 15 January 2020	Operational	Representative workforce			1 Complete & Submitted EEP		Council resolution and acknowledgement letter from Dept. Labour
	Number of Employment Equity Targets Achieved in all functional areas	Employment Equity Plan in Place	2 EEP Targets Achieved by 30 June 2020	Operational					2 EEP Targets Achieved	Council Minutes
Retain & Recruit talented Employees	Number of Revised Recruitment Policies adopted by Council	Existing	1 Revised Recruitment Policy adopted by Council by 30 May 2020	Operational					1 Revised Recruitment Policy adopted	Council Resolution
	Number of Revised Retention Policies adopted by Council	Existing	1 Revised Retention Policy adopted by Council by 30 May 2020	Operational					1 Revised Retention Policy adopted	Council Resolution
	Number of Revised Remuneration Policies adopted by Council	Existing	1 Revised Remuneration Policy adopted by Council by 30 May 2020	Operational					1 Revised Remuneration Policy adopted	Council Resolution

## MUNICIPAL TRANSFORMATION AND INSTITUTIONAL DEVELOPMENT

Corporate Objective	Key Performance Indicator	Baseline	Annual Target	Budget	Outcome Indicator	Quarterly Targets				Portfolio of Evidence
						Quarter 1	Quarter 2	Quarter 3	Quarter 4	
Achieve Positive & Productive Employee Climate	Number of Local Labour Forum (LLF) meetings held	Existing	4 LLF meetings held by 30 June 2020 (1 per quarter)	Operational	Motivated and Productive Employees	1 meeting held	1 meeting held	1 meeting held	1 meeting held	Minutes & Attendance Register
	Number of EAP & OHS programmes implemented	New	2 EAP & OHS Programmes implemented by 30 June 2020 (2 <sup>nd</sup> & 4 <sup>th</sup> Quarter)	Operational			1 EAP & OHS Programmes implemented		1 EAP & OHS Programmes implemented	Attendance Register
	Number of employees that have signed Code of Conduct	212	230 employees signed Code of Conduct by 31 July 2019	Operational		230 employees Signed Code of Conduct				Copies of Signed Code of Conduct

## FINANCIAL VIABILITY

Corporate Objective	Key Performance Indicator	Baseline	Annual Target	Budget	Outcome Indicator	Quarterly Targets				Portfolio of Evidence
						Quarter 1	Quarter 2	Quarter 3	Quarter 4	
Promote Financial Accountability	2020/21 Budget approved by Council	2018/19 Budget approved on 30 May 2018	2020/2021 Budget approved by 29 May 2020	Operational	Accountable and transparent institution	Schedule of activities	Budget priorities developed	2020/21 Draft Budget by 29 March 2020	20/21 Budget Approved by 31 May 2019	Council Resolution
	Number of Budget Process Plan adopted by Council	Existing	2020/2021 Budget Schedule of activities adopted by Council by the 30 August 2019	Operational		1 Schedule of activities adopted by Council				Council Resolution
	Number of Budget Related policies adopted by Council	13 Policies	13 Policies Adopted by 29 May 2020	Operational				13 Draft Policies Noted by Council	13 Policies Adopted by Council	Council Resolution & Policies
	2019/2020 Adjustment Budget Approved by Council	2018/19 Adjustment budget approved	Approved 2019/2020 Adjustment Budget by 28 February 2020	Operational			Budget Analysis Report (Actuals)	Approved 2019/20 Adjustment Budget		Council Resolution
Improve Asset Management and Achieve Clean Audit	Number of Reports on updating of the Asset Register noted by Council	Register in place	4 Reports (1 per quarter)	Operational	Better management of assets	1 Report	1 Report	1 Report	1 Report	Council Minutes
	Number of Reports on Asset Verifications noted by Council	4 Reports	4 Reports (1 per quarter)	Operational	Clean Audit	1 Report	1 Report	1 Report	1 Report	Verification List signed by BTO Officials and MM
	Number of reports on implementation of Municipal Standard Chart of Accounts	New	4 Reports (1 per quarter)	Operational		1 Report	1 Report	1 Report	1 Report	Council Minutes

**Budget Related Policies: Approval of Budget Policy, Funding & Reserve Policy, Cash Management & Investment Policy, Asset Policy, Virement Policy, Provision of Bad Debt Policy, Appointment of Consultancy Policy, Tariff Policy, SCM Policy, Overtime Policy, S&T Policy, Cellphone Policy & Rates Policy**



## FINANCIAL VIABILITY

Corporate Objective	Key Performance Indicator	Baseline	Annual Target	Budget	Outcome Indicator	Quarterly Targets				Portfolio of Evidence
						Quarter 1	Quarter 2	Quarter 3	Quarter 4	
Improve Asset Management	Number of Assets Committees Established	Asset Committee Existing	1 Asset Committee Established by 31 July 2019	Operational	Safe Guarding of Assets	Asset Committee Established				Appointment Letters
	Number of Meetings of the Asset Management Committee	4 Meetings	4 Meetings of Asset Management Committee (1 per quarter)	Operational		1 Asset Management Committee meeting	1 Asset Management Committee meeting	1 Asset Management Committee meeting	1 Asset Management Committee meeting	Minutes of the Asset Management Committee
Achieve Clean Audit	Number of Queries on AGs Report Addressed on the Audit Action Plan	New	15 Queries on AGs Report Addressed on the Audit Action Plan	Operational	Improved Audit Outcome	15 Queries on AGs Report Addressed				Attendance Registers
	Development of Compliance Check List for Procurement & Strategic Planning	New	Developed Check List by 31 July 2019	Operational		Developed Checked List				Signed off by MM
	Number of Reports on the Implementation of the Audit Action Plan noted by Council	12	2 Reports on the Implementation of the Audit Action Plan noted by Council 2 <sup>nd</sup> and 3 <sup>rd</sup> Quarter	Operational			1 Report	1 Report		Signed off by MM
	Number of Audit Plans Developed to address Auditor – General (A-G Queries adopted by Council	Existing	1 Audit Action Plan Developed by 31 January 2020	Operational			Draft Audit Action Developed Plan	Audit Action Developed Plan		Council Resolutions & Audit Action Plan
	Number of AG Report included as a standing Item in Management Meetings	Existing	4 Management Meetings (1 per quarter)	Operational		1 Management Meeting	1 Management Meeting	1 Management Meeting	1 Management Meeting	Minutes of Management Meetings

## FINANCIAL VIABILITY

Corporate Objective	Key Performance Indicator	Baseline	Annual Target	Budget	Outcome Indicator	Quarterly Targets				Portfolio of Evidence
						Quarter 1	Quarter 2	Quarter 3	Quarter 4	
Revenue Enhancement	% Collection of Billed Revenue (i.e. Gross Debtors Opening Balance + Billed Revenue Gross Debtors Closing Balance – Bad Debts Written Off + Billed Revenue x 100)	20%	95% Collection Rate of Total Billed by 30 June 2020	Operational	Increased Municipal Revenue	95% Collection Rate	95% Collection Rate	95% Collection Rate	95% Collection Rate	Section 71 Reports
	Number of Revised Policies & Strategies adopted by Council	Existing	4 Policies adopted by Council by 30 June 2020 (Credit Control, Indigent, Financial Investment & Revenue Enhancement Strategy)	Operational				4 Draft Policies	4 Adopted policies	Installation Certificate
	Number of Awareness Programmes (Consumers) on Revenue Enhancement Conducted	New	1 Consumer Awareness Programme Conducted by 30 June 2020	Operational	Accountable and transparent institution			1 Consumer Awareness Programme Conducted		Attendance Register
	Number of Meetings with rate Payers Representatives	2	4 Meetings with Rate Payers (1 per quarter)	Operational		1 Meeting	1 Meeting	1 Meeting	1 Meeting	Attendance Register
	Number of Supplementary Valuation Rolls conducted	Existing	1 Supplementary Valuation Roll Conducted by 31 January 2020	R 110 000				1 Supplementary Valuation Roll Conducted		Copy of Certified Supplementary Valuation Roll

## FINANCIAL VIABILITY

Corporate Objective	Key Performance Indicator	Baseline	Annual Target	Budget	Outcome Indicator	Quarterly Targets				Portfolio of Evidence
						Quarter 1	Quarter 2	Quarter 3	Quarter 4	
Promote Financial Accountability	Council approved 2018/2019 Annual Financial Statements (AFS) submitted to the Office of the Auditor-General (A-G)	2017/2018 Audited AFS	2018/2019 AFS submitted to A-G by 30 August 2019	R 1 600 000	Accountable and transparent institution	Compiled & Submitted AFS by the 29 August 2019				Acknowledgment letter by the Office of A-G/ Proof of Submission
	Number of Reports on Supply Chain Management submitted to Council (Non Compliance with MFMA, Demand & Acquisition)	4	4 Reports (None Compliance with MFMA, Demand & Acquisition) (1 per quarter)	Operational		1 Report	1 Report	1 Report	1 Report	Council Minutes
	Number of Budget Statement Reports received by the Provincial and National Treasury	12	12 Budget Statements received by the Provincial and National Treasury (Section 71 Reports)	Operational		3 Budget Statements received by the Provincial and National Treasury	3 Budget Statements received by the Provincial and National Treasury	3 Budget Statements received by the Provincial and National Treasury	3 Budget Statements received by the Provincial and National Treasury	Acknowledgment letters from PT and NT
	Number of Procurement Plans developed	2018/2019 Procurement Plan	1 Procurement Plan developed by 31 July 2019	Operational		Procurement Plan Developed				Plan Signed by MM
	% Expenditure of the MIG Allocation Spent	100% (of MIG Allocation)	100% Spent on MIG Allocation	R29 400 000		10% Spent on MIG Allocation	60% Spent on MIG Allocation	80% Spent on MIG Allocation	100% Spent on MIG Allocation	Section 71 Reports & MIG Reports
	% Expenditure of the Maintenance Budget	100% (R5 025 000 of Maintenance Budget)	100% Spent on Maintenance Budget	R5 025 000		10% Spent on Maintenance Budget	30% Spent on Maintenance Budget	70% Spent on Maintenance Budget	100% Spent on Maintenance Budget	Section 71 Reports & MIG Reports

**LOCAL ECONOMIC DEVELOPMENT**  
**LOCAL ECONOMIC DEVELOPMENT**

LOCAL ECONOMIC DEVELOPMENT										
LOCAL ECONOMIC DEVELOPMENT										
Objective	Key Performance Indicator	Baseline	Annual Target	Budget	Indicator	Quarter 1	Quarter 2	Quarter 3	Quarter 4	Evidence
Promote Local Economic Development & Job Creation	Number of Jobs created through Expanded Public Works Programme, Community Workers Programme, Capital Projects and other Local Economic Development initiatives	1000	1000 Jobs created	R29 400 000 (MIG)	Growing Local Economy & Improved Livelihoods				1000	Signed List of Beneficiaries & Employment Contracts
	Number of EPWP participants undergoing training on portable skills	Existing	40 Participants undergoing Portable training by 30 June 2020	R1 571 000 (EPWP)					40 Participants undergoing Portable training	Attendance Register
	Number of Reports on the Implementation of the Social Labour Plans (SLP) noted by Council	4	4 Reports on SLP noted by Council (1 per quarter)	Operational		1 Report on SLP	1 Report on SLP	1 Report on SLP	1 Report on SLP	Council minutes
	Number of SMMEs/Cooperatives support initiatives	4	6 Support initiatives by 30 June 2020 (Funding, Business Plan Development, Exhibitions, Training & Workshops)	R200 000			2 Support initiatives	2 Support initiative	2 Support initiatives	Council minutes
	Number of SMMEs/Cooperatives assisted with Statutory Compliance: Tax Returns, Annual Returns & BBBEE	Existing	20 SMMEs/Cooperatives assisted with Statutory Compliance assisted by 30 June 2020			5 SMMEs/Cooperatives assisted	5 SMMEs/Cooperatives assisted	5 SMMEs/Cooperatives assisted	5 SMMEs/Cooperatives assisted	Signed off by the MM
	Number of Training Programmes provided to SMMEs	Existing	4 Training/ Workshops			1 Training/ Workshops	1 Training/ Workshops	1 Training/ Workshops	1 Training/ Workshops	Attendance Register
	Number of reports on Profiled Spaza Shops, Shops & Taverns	New	4 reports on Profiled Spaza Shops, Shops & Taverns	Operational		1 report	1 report	1 report	1 report	Council Minutes
	Number of Funding applications made to various agencies & institutions	New	4 Applications submitted by 30 June 2020	Operational					4 Applications submitted	Proof of Submission

# LOCAL ECONOMIC DEVELOPMENT

Corporate Objective	Key Performance Indicator	Baseline	Annual Target	Budget	Outcome Indicator	Quarterly Targets				Portfolio of Evidence
						Quarter 1	Quarter 2	Quarter 3	Quarter 4	
Promote Local Economic Development & Job Creation	Number of Signage & Branding Erected (Information Boards)	New	10 Signage & Branding Erected by 31 December 2018 (Information Boards)	R 60 000	Growing Local Tourism		10 Signage & Branding Erected (Information Boards )			Proof of Installation
	Number of Tourism Strategies Developed	New	1 LED & Tourism Strategy developed by 30 June 2020	R 400 000					1 LED & Tourism Strategy developed	Council Minutes
	Number of reports on Profiled Lodges, Game Lodges & B&Bs	New	4 Reports on Profiled Lodges, Game Lodges & B&Bs			1 Report	1 Report	1 Report	1 Report	Council Minutes
	Number of Municipal Tourism profiles developed and adopted	New	1 Municipal Tourism profile developed and adopted by 30 June 2020						1 Municipal Tourism profile developed and adopted	Council Minutes/ Report
	Number of Documented research, profiling and exhibitions conducted (Landmarks, Councillors, Officials, Traditional Leaders & War Veterans)	Long Walk to Freedom Exhibition	1 Documented research, profiling and exhibitions conducted by 30 June 2020	Operational					1 Number of Documented research, profiling and exhibitions conducted	Council Minutes
	Number of Youth Groups Supported in Agriculture	New	2 Youth Groups supported in Agriculture by 30 June 2020	Operational					2 Youth Groups supported in Agriculture	Attendance Register

## INFRASTRUCTURE DEVELOPMENT AND BASIC SERVICE DELIVERY

INFRASTRUCTURE DEVELOPMENT AND BASIC SERVICE DELIVERY										
Corporate Objective	Key Performance Indicator	Baseline	Annual Target	Budget	Outcome Indicator	Quarterly Targets				Portfolio of Evidence
						Quarter 1	Quarter 2	Quarter 3	Quarter 4	
Provision of Basic Municipal Services & Infrastructure	Km of Link Roads Constructed	Phase 1 - Low level bridges in Madibogopan and Tlhaping	3 km of 8.5 km Link road from Madibogopan to Tlhaping constructed and completed (Phase 02)	R 15 000 000	Improved Livelihoods	Site establishm ent	1 km of layer works until basecourse constructed	1.5 km of layer works until basecourse constructed	3 km of surfacing constructe d	Signed Progress reports
						0.5 km of layer works until basecourse constructed				Completion certificates
	1 Landfill site Upgraded & Developed	Fenced waste collection area	1000 m <sup>2</sup> of layer works until drainange layer by 30 June 2020	R 4 915 294		Technical report approved DWS	Contractor appointed	1000 m <sup>2</sup> of bulk earthworks	1000 m <sup>2</sup> layer works until drainange layer	Approved technical report
										Contractor appointment letter
										Progress reports
										Site meeting munites
	1 Waste Transfer Station developed	New	1 Waste Transfer Station Designs approved by READ by 30 June 2020	R 2 014 706		Feasibility study	Preliminary Design	Approve preliminary designs at the Municipality	Final Designs approved by READ	Feasibility study reports
										Preliminary Design reports
										Approved preliminary designs at the Municipality
										Approved final Designs by READ
	Km of Internal Access Gravel Roads Upgraded	4.8 km	0.7 km of Internal Access Gravel Roads Upgraded (Setlagole)	R 3 000 000	Better community services	Site establishment	0.7 km of layer works until basecourse constructed	0.7 km of surfacing constructed	N/A	Signed Progress reports
						0.7 km of earth works until basecourse constructed				Completion Certificate

	Km of Internal Access Gravel Roads Upgraded	10.6 km	0.7 km of Internal Access Gravel Roads Upgraded (Kraaipan)	R 3 000 000		Site establishment	0.7 km of layer works until basecourse constructed	0.7 km of surfacing constructed	N/A	Signed Progress reports
						0.7 km of earth works until basecourse constructed				Completion Certificate



## INFRASTRUCTURE DEVELOPMENT AND BASIC SERVICE DELIVERY

INFRASTRUCTURE DEVELOPMENT AND BASIC SERVICE DELIVERY										
Corporate Objective	Key Performance Indicator	Baseline	Annual Target	Budget	Outcome Indicator	Quarterly Targets				Portfolio of Evidence
						Quarter 1	Quarter 2	Quarter 3	Quarter 4	
Provision of Basic Municipal Services and Infrastructure	Km of gravel roads maintained	16.4 km	28 km length of maintained gravel roads by 30 June 2019	Operational	Improved Livelihoods Better community services	7 km of gravel road maintained	7 km of gravel road maintained	7 km of gravel road maintained	7 km of gravel road maintained	Technical Report signed by Senior Manager
										Log book signed by Cllrs
	Number of Reports on Serviced and Maintained High Mast & Flood Lights	9 Reports	6 Reports on Serviced and Maintained High Mast & Flood Lights by 30 June 2020	R 2 000 000		1 report	2 reports	1 report	2 reports	Technical Report signed by Senior Manager
	Back-up Generator Maintenance	0	2 maintenance services conducted on the generator	R30 000		1	0	1	0	Service records
	Issuing of CoC's for Facilities that do not have.	0	5 Facilities Issued with new certificates	R150 000		0	3	2	0	Valid/Stamped Cert. of Compliance
	Number planned Maintenance projects undertaken on municipal facilities	2	4 Maintenance Projects	R1 400 000						Complete project Files with Completion Certs
			1. Ga-Thulo C. Hall			Appointmet	Construction			
			2.Makgobistad Hall			Advert	Appointment	Construction/Completion		
			3.Setlagole Complex			Advert	Appointment	Construction	Completion	
			4.Moshawane Hall			Advert	Appointment	Construction/Completion		
Septic Tanks De-sludging (6x Cover Grounds, 4x Libraries, Municipal Offices, Kraaipan Museum and Complex)	1 152KI (FY 17/18)	1 728 KI of sewerage sludge from the municipal septic tanks	R345 000	432KI	432KI	432KI	432KI	Collection/ Dumping manifests		



	Percentage of Reactive Maintenance Incidents Resolved	0	85%	Operational		85%	85%	85%	85%	JobCards Records Signed off by the Snr Manager
--	---	---	-----	-------------	--	-----	-----	-----	-----	--

INFRASTRUCTURE DEVELOPMENT AND BASIC SERVICE DELIVERY										
Corporate Objective	Key Performance Indicator	Baseline	Annual Target	Budget	Outcome Indicator	Quarterly Targets				Portfolio of Evidence
						Quarter 1	Quarter 2	Quarter 3	Quarter 4	
Provision of Basic Municipal Services and Infrastructure	Number of Updated and Approved Indigent Registers	1	1 Updated & Approved Indigent Register by 31 May 2020	Operational	Improved Livelihoods Better community services				1 Updated & Approved Indigent Register	Council Resolution
	Need list on electrification projects submitted to Eskom	New	1 lists on electrification projects submitted to Eskom by 31 October 2019	Operational			1 lists on electrification projects submitted			Council Minutes
	Number of Reports on Eskom Electrification Programme & Projects submitted to Council	4	4 reports on Eskom Electrification Programme & Projects submitted to Council (1 per quarter)	Operational		1 Report Eskom Electrification Programme & Projects	1 Report Eskom Electrification Programme & Projects	1 Report Eskom Electrification Programme & Projects	1 Report Eskom Electrification Programme & Projects	Council Minutes
	Number of Indigent Household (HH) receiving Free Basic Electricity	6675 HH	6935 HH x12 months	R3 900 000		6935 collections per month	6935 collections per month	6935 collections per month	6935 collections per month	Report Signed by MM & Eskom Invoices



## INFRASTRUCTURE DEVELOPMENT AND SERVICE DELIVERY

Corporate Objective	Key Performance Indicator	Baseline	Annual Target	Budget	Outcome Indicator	Quarterly Targets				Portfolio of Evidence
						Quarter 1	Quarter 2	Quarter 3	Quarter 4	
Provision of Basic Municipal Services and Infrastructure	Number of Reports on the implementation of Water Projects by DWA&S, NMMDM & Sedibeng noted by Council	New	4 Water Projects Report (1 per quarter)	Operational	Improved Livelihoods Better community services	1 Water Projects Report	1 Water Projects Report	1 Water Projects Report	1 Water Projects Report	Council Minutes
	Number of Reports on Waste Removal noted by Council	New	4 Waste Removal Reports (1 per quarter)	Operational		1 Waste removal Report	1 Waste removal Report	1 Waste removal Report	1 Waste removal Report	Council Minutes
	Number of Reports on Housing Projects Implemented by DHS noted by Council	New	4 Housing Reports (1 per quarter)	Operational		1 Housing Report	1 Housing Report	1 Housing Report	1 Housing Report	Council Minutes
	Number of Law Enforcement Initiatives Conducted	New	4 Law Enforcement Initiatives conducted by 30 June 2020	R 70 000		1 Law Enforcement Initiatives Initiative	1 Law Enforcement Initiatives Initiative	1 Law Enforcement Initiatives Initiative	1 Law Enforcement Initiatives Initiative	Report to Council



## INFRASTRUCTURE DEVELOPMENT AND SERVICE DELIVERY

Corporate Objective	Key Performance Indicator	Baseline	Annual Target	Budget	Outcome Indicator	Quarterly Targets				Portfolio of Evidence
						Quarter 1	Quarter 2	Quarter 3	Quarter 4	
Promote Innovation, Learning & Growth	Number of Library Awareness Programmes Held	4	5 Library Awareness Programmes Held by 30 June 2020	R 120 000	Accelerated Provision of Goods & Services	1 Library Awareness programme held	2 Library Awareness programmes held	1 Library Awareness programme held	1 Library Awareness programme held	Report to Council
	Number of Library Statistical Reports submitted to CATA	New	4 Library Statistical Reports submitted to CATA by 30 June 2020	Operational		1 Library Statistical Report	1 Library Statistical Report	1 Library Statistical Report	1 Library Statistical Report	Report to Council
	Number of Libraries with Functional Committees	New	3 Libraries with Functional Committees by 30 June 2020 (Q2, Q3&Q4)	Operational			1 Library with Functional Committee	1 Library with Functional Committee	1 Library with Functional Committee	Report to Council
	Number of Library Committee Meeting Held	New	4 Library Committees meetings held by 30 June 2020	Operational		1 Library Committee meeting held	1 Library Committee meeting held	1 Library Committee meeting held	1 Library Committee meeting held	Report to Council
	Number of New Library Users registered	New	60 New Library users registered by 30 June 2020	Operational		15 New Library users registered	15 New Library users registered	15 New Library users registered	15 New Library users registered	Report to Council

# GOOD GOVERNANCE AND PUBLIC PARTICIPATION

Corporate Objective	Key Performance Indicator	Baseline	Annual Target	Budget	Outcome Indicator	Quarterly Targets				Portfolio of Evidence
						Quarter 1	Quarter 2	Quarter 3	Quarter 4	
Promote Accountable, Efficient and Transparent Organisation	Number of Audit Charter & Plan developed & reviewed	1	Audit Charter & Plan developed by 31 December 2019	Operational	An Accountable and Transparent Institution		1 Audit Charter & Plan developed			Council Minutes/ Resolution
	Number of Audit Committee Sitzings held	4	4 Audit Committee Sitzings held (1 per quarter)	R 165 000		1 Audit Committee Sitzings	1 Audit Committee Sitzings	1 Audit Committee Sitzings	1 Audit Committee Sitzings	Minutes & Attendance Registers
	Number of Audit Committee Reports submitted to Council for noting	4	4 Audit Committee Reports submitted to Council for noting (1 per quarter)			1 Audit Committee Reports submitted to Council	1 Audit Committee Reports submitted to Council	1 Audit Committee Reports submitted to Council	1 Audit Committee Reports submitted to Council	Council Minutes/ Resolution
	Number of Internal Audits Conducted	4 Internal Audits	4 Internal Audits Conducted (1 per quarter)	Operational		1 Internal Audits Conducted	1 Internal Audits Conducted	1 Internal Audits Conducted	1 Internal Audits Conducted	Report Signed by the Audit Committee
	Number of Internal Audit (IA) Plan Adopted by Audit Committee	1	1 IA Plan developed by 31 May 2019	Operational				1 Draft IA in place	1 IAP Approved by 31 May 2019	Audit Committee Minutes
	Number of Risk Management Policies reviewed & adopted	Policy Existing	1 RMP reviewed & adopted by 31 May 2020	Operational				1 Draft RMP in place	1 RMP Approved by 31 May 2019	Council Minutes/ Resolution
	Number of Internal Audit Reports submitted to Audit Committee for consideration	4	4 Internal Audit Reports submitted to Audit Committee for consideration (1 per quarter)	Operational		1 Internal Audit Reports submitted	1 Internal Audit Reports submitted	1 Internal Audit Reports submitted	1 Internal Audit Reports submitted	Minutes, Reports & Attendance Registers
	Number of revised Risk Management Strategy (RMS) Reviewed and Adopted by Council	Strategy in place	1 Revised RMS by 31 May 2020	Operational				1 Draft Revised RMS in place	1 RMS Revised & Adopted Strategy	Council Resolution & RMS
	Number of Revised Fraud and Corruption Strategy adopted by Council	Strategy in place	1 Revised Fraud & Corruption Strategy Adopted by Council by 31 May 2019	Operational				1 Draft Fraud & Corruption Strategy in place	1 Fraud & Corruption Strategy Revised & Adopted	Council Resolution
	Number of MPAC Reports submitted to Council for noting	4	4 MPAC Reports submitted to council for noting (1 per quarter)	R60 000		1 MPAC Report submitted	1 MPAC Report submitted	1 MPAC Report submitted	1 MPAC Report submitted	Council Minutes
	Number of Support Training Conducted for MPAC & Rules Committee	2	2 Support Training Conducted for MPAC & Rules Committee (Q2 & Q4)				1 Support Training Conducted		1 Support Training Conducted	Attendance Register

## GOOD GOVERNANCE AND PUBLIC PARTICIPATION

Corporate Objective	Key Performance Indicator	Baseline	Annual Target	Budget	Outcome Indicator	Quarterly Targets				Portfolio of Evidence
						Quarter 1	Quarter 2	Quarter 3	Quarter 4	
Promote Community Participation	Number of Functional Ward Committees	14	14 Functional Ward Committees	R1 814 400	Informed & Involved Community	14 Functional Ward Committees	14 Functional Ward Committees	14 Functional Ward Committees	14 Functional Ward Committees	Ward Committee Minutes
	Number of reports on Ward Committees noted by Council	12	4 Reports on Ward Committees noted by Council	Operational		1 Report on Ward Committees	1 Report on Ward Committees	1 Report on Ward Committees	1 Report on Ward Committees	Signed Reports by Speaker
	Number of Training for Ward Committees held	2	2 Trainings (Policy & Legislation) ( Q2 & Q4)	R80 000			1 Training (Policy & Legislation)		1 2 Training (Policy & Legislation)	Minutes & Attendance Registers
	Number of Public Participation Events Supported	4	12 (3 x IDP/Budget/PMS, 3 x Annual Report, 2 x Imbizos & 4 x Ward Comm. Functions)	R200 000		1 x Ward Committed Function	2 x (Imbizos) 1 x Ward Committed Function	3 x Annual Report 1 x Ward Committed Function	3 x (IDP/Budget/ PMS) 1 x Ward Committed Function	Attendance Registers & Notices
	Number of Support Initiatives for Traditional Leaders Implemented	1	4 Support Initiatives for Traditional Leaders Implemented	R320 000		1 Support Initiative	1 Support Initiative	1 Support Initiative	1 Support Initiative	Council Minutes
	Number of Dipitso tsa Baagi Held	New	2 Dipitso tsa Baagi Held (Q3 & Q4)	Operational				1 Dipitso tsa Baagi	1 Dipitso tsa Baagi	Minutes & Attendance Registers
	Number of Youth Summit Held	New	1 Summit Held by 30 June 2010	R 150 000					1 Summit Held	Minutes & Attendance Registers
	Number of Youth Career Exhibition Held	New	1 YCE Held by 30 June 2020	R80 000			1 YCE Held			Minutes & Attendance Registers
	Number of Youth Development Programmes Held	New	4 Youth Development programmes held by 30 June 2020	R 90 000		1	1	1	1	Attendance Registers
	Number of reports on the implementation of council resolutions	New	4 reports on the implementation of council resolutions (1 per quarter)	Operational		1 report on the implementation of council resolutions	1 report on the implementation of council resolutions	1 report on the implementation of council resolutions	1 report on the implementation of council resolutions	Council Minutes
	Number of Disability Forum Meetings Held	New	4 Disability Forum Meetings Held (1 per quarter)	R 50 000		1 Disability Forum Meeting	1 Disability Forum Meeting	1 Disability Forum Meeting	1 Disability Forum Meeting	Minutes & Attendance Registers

## GOOD GOVERNANCE AND PUBLIC PARTICIPATION

Corporate Objective	Key Performance Indicator	Baseline	Annual Target	Budget	Outcome Indicator	Quarterly Targets				Portfolio of Evidence
						Quarter 1	Quarter 2	Quarter 3	Quarter 4	
	Number of Women's Forum Meetings Held	2	2 Women's Forum Meetings Held (2 <sup>nd</sup> and 3 <sup>rd</sup> Quarter)	R 50 000			1 Women's Forum Meeting Held	1 Women's Forum Meeting Held		Minutes & Attendance Registers
Enhance Communication	Number of Communication Strategy Reviewed & Adopted by Council	Strategy in Place	1 Communication Strategy Reviewed & Adopted by 31 May 2019	Operational					1 Reviewed & Adopted Strategy	Council Resolution
	Number of Reports on Operational Tele Centres	1	3 Operational Tele Centres (Tshidilamolomo, Kraaipan & Setlagole)	R 270 000			1 Operational Tele Centre	1 Operational Tele Centre	1 Operational Tele Centre	Reports Signed by the MM
	Number of Reports on Moderations & Assessments	1	1 Moderation & Assessment report noted by Council						1 Report noted	Council Minutes
	Number of Graduation Ceremonies held	1	1 Graduation Ceremonies held by 30 June 2020						1 Graduation Ceremonies held	Report signed by MM
	Number of Accredited Telecentres	1	1 Telecentre Accredited by 30 June 2020						1 Telecentre Accredited	Copy of Accreditation Certificate
	Number of Verification Reports produced	4	4 Verification reports produced by 30 June 2020	Operational		1 Verification report	1 Verification report	1 Verification report	1 Verification report	Council Noted
	Number of Ratlou Newsletter Publications Released	4	2 Newsletters Published	R40 000			1 Newsletter Published		1 Newsletter Published	Acknowledgement letters
	Number of Community Participations policies adopted	1	1 Community Participation policy adopted by Council by 31 May 2019	Operational				Draft Community Participation Policy	1 Community Participation policy adopted	Council Resolution

## SPATIAL RATIONALE

Corporate Objective	Key Performance Indicator	Baseline	Annual Target	Budget	Outcome Indicator	Quarterly Targets				Portfolio of Evidence
						Quarter 1	Quarter 2	Quarter 3	Quarter 4	
Improve Spatial Planning	Number of Reports on the General Valuation Roll & Maintenance	2018/2023 GVR	4 Reports on the Valuation Roll Maintenance ( 1 per quarter)	Operational	Spatially Improved Communities	1 Reports on the Valuation Roll Maintenance	1 Reports on the Valuation Roll Maintenance	1 Reports on the Valuation Roll Maintenance	1 Reports on the Valuation Roll Maintenance	Council Resolution
	Number of Reports on the Development of Municipal Spatial Development Framework	2012/2017 SDF	4 Reports on the Development of Municipal Spatial Development Framework	R 200 000		1 Reports on the Development of Municipal Spatial Development Framework	1 Reports on the Development of Municipal Spatial Development Framework	1 Reports on the Development of Municipal Spatial Development Framework	1 Reports on the Development of Municipal Spatial Development Framework	Council Resolution
	Number of Commercial Hub & Land Tenure upgrade implemented	New	1 Commercial Hub & Land Tenure upgrade implemented by 31 May 2020	R 200 000					1 Commercial Hub & Land Tenure upgrade implemented	Appointment Letter
	Number of Municipal Planning Tribunal (MPT) meetings held	1	2 MPT Meetings held by 31 May 2020	R 60 000			1 MPT Meeting held		1 MPT Meeting held	Minutes % Attendance Registers

## CHAPTER 4

---

### 4. MUNICIPAL FINANCIAL INFORMATION

---

This section contains the financial information of the municipality as contained in the 2019/2020 municipal annual budget.

The first part of the section consists of the municipality's projected income by source. This represents all the income that the municipality will receive for the 2019/2020 financial year.

This section is followed by the projected expenditure of council by vote. Here the municipality indicates present its expenditure plan in line with its projected income.

The last part of this section consists of the ward information where the location of each project will be based in the municipal area. Readers and residents alike should be able to use the information in this section to see the distribution of projects in the municipal area and the most importantly to follow the development trends.



## 4.1 Projected Income by Source

SOURCE OF REVENUE	BUDGET/	Monthly Projections											
	ANNUAL TOTAL (R)	July 19	Aug 19	Sept 19	Oct 19	Nov 19	Dec 19	Jan 20	Feb 20	Mar 20	Apr 20	May 20	June 30
Equitable Share Allocation	125,655,000	10 471 250	10 471 250	10 471 250	10 471 250	10 471 250	10 471 250	10 471 250	10 471 250	10 471 250	10 471 250	10 471 250	10 471 250
Expanded Public Works Programme	1,571,000		1 571 000										
Financial Management Grant	1,940,000	1 940 000											
Municipal Infrastructure Grant (MIG)	29,400,000	6 982 400				6 982 400				6 982 400		6 982 400	
Library Grant	900,000	75 000	75 000	75 000	75 000	75 000	75 000	75 000	75 000	75 000	75 000	75 000	75 000
Rent	1,934,716	161 226.33	161 226.33	161 226.33	161 226.33	161 226.33	161 226.33	161 226.33	161 226.33	161 226.33	161 226.33	161 226.33	161 226.33
Agency Fees	-												
Telecentre (Tuition Fees)	307,200	26 500	26 500	26 500	26 500	26 500	26 500	26 500	26 500	26 500	26 500	26 500	26 500
Interest on Investment	3,500,000	291 666.67	291 666.67	291 666.67	291 666.67	291 666.67	291 666.67	291 666.67	291 666.67	291 666.67	291 666.67	291 666.67	291 666.67
Other Revenue	1,200,000	100 000	100 000	100 000	100 000	100 000	100 000	100 000	100 000	100 000	100 000	100 000	100 000
Property Rates	14,924,820	1 243 735	1 243 735	1 243 735	1 243 735	1 243 735	1 243 735	1 243 735	1 243 735	1 243 735	1 243 735	1 243 735	1 243 735
Fines	60,000	5000	5000	5000	5000	5000	5000	5000	5000	5000	5000	5000	5000
<b>Total Revenue</b>	<b>181,392,735</b>	<b>21 296 818</b>	<b>35 242 156.30</b>	<b>1 303 735</b>	<b>1 303 735</b>	<b>19 356 818</b>	<b>1 303 735</b>	<b>1 303 735</b>	<b>1 303 735</b>	<b>19 356 818</b>	<b>1 303 735</b>	<b>19 356 818</b>	<b>1 303 735</b>

## 4.2 Capital and Special Projects Monthly Projections

PROJECT	BUDGET 2019/2020	July 19	Aug 19	Sept 19	Oct 19	Nov 19	Dec 19	Jan 20	Feb 20	Mar 20	Apr 20	May 20	June 20
Upgrading of internal Access Gravel Roads in Setlagole into Surface Standard Phase 3	3 000 000			75 000			75 000			75 000			75 000
Upgrading of internal Access Gravel Roads in Kraaipan into Surface	3 000 000			1362500			75 000			75 000			75 000
Upgrading of Link Roads ( Madibogo Pan to Tlhaping) Phase 2	15 000 000			3 750 000			3 750 000			3 750 000			3 750 000
Development of a Waste Transfer Station in Makgobistad Village	2,014,706			503 676.50			503 676.50			503 676.50			503 676.50
Landfill Site Upgrading & Development in Thutlwane Phase2	4 915 294			1228823.5			1228823.5			1228823.5			1228823.5
<b>TOTAL (R)</b>	<b>27 930 000</b>			6 982 500			6 982 500			6 982 500			6 982 500

## 4.3 Capital Projects Three Year Plan

PROJECT	2019/2020	2020/2021	2021/2022
Upgrading of internal Access Gravel Roads in Setlagole into Surface Standard Phase 3	3 000 000	3 000 000	1 000 000
Upgrading of internal Access Gravel Roads in Kraaipan into Surface	3 000 000	3 000 000	1 000 000
Upgrading of Link Roads ( Madibogo Pan to Tlhaping) Phase 2	15 000 000	16 000 000	18 000 000
Development of a Waste Transfer Station in Makgobistad Village	2,014,706	2 000 000	3 500 000
Landfill Site Upgrading & Development in Thutlwane Phase2	4 915 294	5 328 400	7 841 450
<b>TOTAL (R)</b>	<b>27 930 000</b>	<b>29 328 400</b>	<b>31 341 450</b>

### Maintenance Projects (Infrastructure)

PROJECT	2019/2020	2020/2021	2021/2022
Access Gravel Road	400,000.00	450,000.00	500,000.00
Repairs & Maintenance	1,400,000.00	1,470,000.00	1,543,500.00
Setlagole Complex	500,000.00	525,000.00	551,250.00
Materials	200,000.00	210,000.00	220,500.00
High Mast Lights/Flood light	2,000,000.00	2,100,000.00	2,205,000.00
Sewerage	345,000.00	362,250.00	380,362.50
Stand -by Generator	30,000.00	31,500.00	33,075.00
Plant Maintenance	150,000.00	157,500.00	165,375.00
<b>TOTAL</b>	<b>5,025,000.00</b>	<b>5,306,250.00</b>	<b>5,599,062.50</b>